

Work Assignment Form, (WebForms v1.0)

Work Assignment SOW

Title: Design and Implementation of GIS Database/Interface for Green Jobs Data

Contractor: IEc, Inc.

Contract No.: EP-W-10-002

Work Assignment Number: 1-22

Estimated Period of Performance: Date of issuance to 03/25/11

Estimated Level of Effort: 174 hours

Key EPA Personnel:

Work Assignment COR (WA COR):

Marc Olender
Office of Strategic Environmental Management (1807T)
202/566-2238
202/566-2200

Contract Level COR:

Cathy Turner
OP (1805T)
202/566-0951
202/566-3001 (fax)

Background and Purpose:

The EPA Green Jobs team is a network of EPA staff that provides information on green economy issues, including green jobs training opportunities, grants, and funding opportunities from the public and private sector. The team has determined that it would be useful to present the available information on green jobs in a geospatial format that would allow team members to visualize green jobs opportunities and incorporate other EPA and federal geospatial data in the future. The team would like to be able to visualize this data in a way that does not require knowledge of and experience with Geographic Information Systems (GIS). The purpose of this work assignment is to enable team members to visualize Green Jobs data gathered by the team using a free and easy-to-use GIS tool, ArcGIS Explorer, and Microsoft Access.

Quality Assurance (QA) Requirements

Check [] Yes or [X] NO, if the following statement is true or false. The Contractor shall submit a written Quality Assurance Project Plan for any project that is developing environmental measurements or a Quality Assurance Supplement to the Quality Management Plan for any project which generates environmental data using models with

their technical proposal.

Work Assignment CORs will provide additional information here, if **Yes** is checked above

Tasks and Deliverables:

The WA COR will review all deliverables in draft form and provide revisions and/or comments to the contractor. The contractor shall prepare the final deliverables incorporating the WA COR's comments.

Contractor personnel shall at all times identify themselves as Contractor employees and shall not present themselves as EPA employees. Furthermore, they shall not represent the views of the U.S. Government, EPA, or its employees. In addition, the Contractor shall not engage in inherently governmental activities, including but not limited to actual determination of EPA policy and preparation of documents on EPA letterhead.

Task 1 - Prepare Workplan

The contractor shall prepare a workplan within 15 calendar days of receipt of a work assignment signed by the Contracting Officer. The workplan shall outline, describe and include the technical approach, resources, timeline and due dates for deliverables, a detailed cost estimate by task and a staffing plan. The WA COR, Contract Level COR and the CO will review the workplan. However, only the CO can approve/disapprove the workplan. The contractor shall prepare a revised workplan incorporating the Contracting Officer's comments, if required.

1a. Workplan within 15 calendar days of receipt of work assignment.

1b. Revised workplan within 7 calendar days of receipt of comments from the Contracting Officer, if required.

Task 2 - Preparation and Conversion of Green Jobs Data to Database format [Element 1, paragraph 3, pages 6-7]

The contractor shall prepare the Green Jobs Microsoft Excel spreadsheet for import and perform the import into a Microsoft Access database within 7 calendar days of receipt of technical direction from EPA to do so. The spreadsheet will be provided by EPA for contractor's use. The contractor shall clean up the spreadsheet data and correct any mistakes that would hamper conversion to Microsoft Access format. The contractor will then create a Microsoft Access database from the data.

Deliverables and schedule under Task 2

2a. Cleanup and conversion of Green Jobs spreadsheet data to database format within 7 calendar days of initiation of task.

Task 3 - Programming of ArcGIS Explorer and/or creation of maps from Green Jobs database [Element 1, paragraph 3, pages 6-7]

The contractor shall undertake the following subtasks as possible, based on the capabilities of ArcGIS Explorer and Microsoft Access, and following the schedule listed below:

- Use the Green Jobs Microsoft Access database to program an ArcGIS Explorer-compatible interface to display the data on-the-fly in map format based on database criteria (which will be decided by the consensus of the contractor and EPA).
- Create a series of maps (the number and content of which shall be decided by the consensus of the contractor and EPA) that correspond to a user's selection of database criteria within Microsoft Access.
- Link the Green Jobs Microsoft Access database to maps displayed within ArcGIS Explorer.

Deliverables and schedule under Task 3

- 3a. Recommendation of approach to GIS interface within 10 calendar days of technical direction from EPA.**
- 3b. Development of initial draft of GIS interface within 21 calendar days of technical direction from EPA.**
- 3c. Revised draft of GIS interface within 14 calendar days of receipt of comments from EPA.**
- 3d. If needed, further revisions within 14 calendar days of receipt of comments from EPA.**
- 3e. Provide CD/DVD and/or FTP download of final database and/or programming and/or maps to EPA within 14 calendar days of receipt of technical direction from EPA.**

Summary of Deliverables and Dates:

- 1a. Workplan within 15 calendar days of receipt of work assignment.**
- 1b. Revised workplan within 5 calendar days of receipt of comments from the, if required.**
- 2a. Cleanup and conversion of Green Jobs spreadsheet data to database format within 7 calendar days of initiation of task.**
- 3a. Recommendation of approach to GIS interface within 10 calendar days of technical direction from EPA.**
- 3b. Development of initial draft of GIS interface within 21 calendar days of technical direction from EPA.**

3c. Revised draft of GIS interface within 14 calendar days of receipt of comments from EPA.

3d. If needed, further revisions within 14 calendar days of receipt of comments from EPA.

3e. Provide CD/DVD and/or FTP download of final database and/or programming and/or maps to EPA within 14 calendar days of receipt of technical direction from EPA.

EPA United States Environmental Protection Agency Washington, DC 20460 Work Assignment						Work Assignment Number 1-22				
						<input type="checkbox"/> Other <input checked="" type="checkbox"/> Amendment Number: 000001				
Contract Number EP-W-10-002			Contract Period 11/19/2009 To 11/18/2014			Title of Work Assignment/SF Site Name				
			Base Option Period Number 1			GIS Database/Interface				
Contractor INDUSTRIAL ECONOMICS, INCORPORATED					Specify Section and paragraph of Contract SOW Page 5-7, Element 1, para. 3					
Purpose: <input type="checkbox"/> Work Assignment <input type="checkbox"/> Work Assignment Close-Out <input checked="" type="checkbox"/> Work Assignment Amendment <input type="checkbox"/> Incremental Funding <input type="checkbox"/> Work Plan Approval					Period of Performance From 01/13/2011 To 09/30/2011					
Comments: The purpose of this amendment to Work Assignment 1-22 is to reduce the level of effort by 149 hours, to extend the period of performance through September 30, 2011 and to request a revised work plan.										
<input type="checkbox"/> Superfund Accounting and Appropriations Data <input checked="" type="checkbox"/> Non-Superfund										
Note: To report additional accounting and appropriations data use EPA Form 1900-69A.										
SFO <input type="checkbox"/> (Max 2)										
Line	DCN (Max 6)	Budget/FY (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1										
2										
3										
4										
5										
Authorized Work Assignment Ceiling										
Contract Period:		Cost/Fee:				LOE: 174				
11/19/2009 To 11/18/2014										
This Action:						-25				
Total:						149				
Work Plan / Cost Estimate Approvals										
Contractor WP Dated:				Cost/Fee:		LOE:				
Cumulative Approved:				Cost/Fee:		LOE:				
Work Assignment Manager Name Marc Olender						Branch/Mail Code:				
						Phone Number 202-566-2238				
_____ (Signature) (Date)						FAX Number:				
Project Officer Name Cathy Turner						Branch/Mail Code:				
						Phone Number: 202-566-0951				
_____ (Signature) (Date)						FAX Number:				
Other Agency Official Name						Branch/Mail Code:				
						Phone Number:				
_____ (Signature) (Date)						FAX Number:				
Contracting Official Name Jami Rodgers						Branch/Mail Code:				
						Phone Number: 202-564-4781				
_____ (Signature) (Date)						FAX Number:				

EPA United States Environmental Protection Agency Washington, DC 20460 Work Assignment						Work Assignment Number 1-22				
						<input type="checkbox"/> Other <input checked="" type="checkbox"/> Amendment Number: 000002				
Contract Number EP-W-10-002			Contract Period 11/19/2009 To 11/18/2014			Title of Work Assignment/SF Site Name				
			Base Option Period Number 1			GIS Database/Interface				
Contractor INDUSTRIAL ECONOMICS, INCORPORATED					Specify Section and paragraph of Contract SOW					
Purpose: <input type="checkbox"/> Work Assignment <input type="checkbox"/> Work Assignment Close-Out <input checked="" type="checkbox"/> Work Assignment Amendment <input type="checkbox"/> Incremental Funding <input type="checkbox"/> Work Plan Approval					Period of Performance From 01/13/2011 To 09/30/2011					
Comments: The purpose of this Amendment to Work Assignment 1-22 is to approve the Contractor's revised cost estimate dated March 28, 2011. LOE: 149 hours Cost: (b)(4) Fee: (b)(4) CPFF: \$14,991.17										
<input type="checkbox"/> Superfund Accounting and Appropriations Data <input checked="" type="checkbox"/> Non-Superfund										
Note: To report additional accounting and appropriations data use EPA Form 1900-69A.										
SFO (Max 2) <input type="checkbox"/>										
Line	DCN (Max 6)	Budget/FY (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1										
2										
3										
4										
5										
Authorized Work Assignment Ceiling										
Contract Period:		Cost/Fee:				LOE: 149				
11/19/2009 To 11/18/2014										
This Action:						0				
Total:						149				
Work Plan / Cost Estimate Approvals										
Contractor WP Dated:				Cost/Fee:		LOE:				
Cumulative Approved:				Cost/Fee:		LOE:				
Work Assignment Manager Name Marc Olender						Branch/Mail Code:				
_____ (Signature) (Date)						Phone Number 202-566-2238				
						FAX Number:				
Project Officer Name Cathy Turner						Branch/Mail Code:				
_____ (Signature) (Date)						Phone Number: 202-566-0951				
						FAX Number:				
Other Agency Official Name						Branch/Mail Code:				
_____ (Signature) (Date)						Phone Number:				
						FAX Number:				
Contracting Official Name Jami Rodgers						Branch/Mail Code:				
_____ (Signature) (Date)						Phone Number: 202-564-4781				
						FAX Number:				

EPA United States Environmental Protection Agency Washington, DC 20460 Work Assignment						Work Assignment Number 1-22				
						<input type="checkbox"/> Other <input checked="" type="checkbox"/> Amendment Number: 000003				
Contract Number EP-W-10-002			Contract Period 11/19/2009 To 11/18/2014			Title of Work Assignment/SF Site Name				
			Base Option Period Number 1			GIS Database/Interface				
Contractor INDUSTRIAL ECONOMICS, INCORPORATED					Specify Section and paragraph of Contract SOW					
Purpose: <input type="checkbox"/> Work Assignment <input type="checkbox"/> Work Assignment Close-Out <input checked="" type="checkbox"/> Work Assignment Amendment <input type="checkbox"/> Incremental Funding <input type="checkbox"/> Work Plan Approval					Period of Performance From 01/13/2011 To 09/30/2011					
Comments: The purpose of this no-cost amendment to Work Assignment 1-22 is to revise language in the Statement of Work for Task 2 deliverables. Deliverables are due within 21 days of technical direction from EPA in lieu of 21 days from work plan approval as originally specified.										
<input type="checkbox"/> Superfund Accounting and Appropriations Data <input checked="" type="checkbox"/> Non-Superfund										
Note: To report additional accounting and appropriations data use EPA Form 1900-69A.										
SFO (Max 2) <input type="checkbox"/>										
Line	DCN (Max 6)	Budget/FY (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1										
2										
3										
4										
5										
Authorized Work Assignment Ceiling										
Contract Period:		Cost/Fee:				LOE: 149				
11/19/2009 To 11/18/2014										
This Action:						0				
Total:						149				
Work Plan / Cost Estimate Approvals										
Contractor WP Dated:				Cost/Fee:		LOE:				
Cumulative Approved:				Cost/Fee:		LOE:				
Work Assignment Manager Name Marc Olender						Branch/Mail Code:				
						Phone Number 202-566-2238				
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Project Officer Name Cathy Turner						Branch/Mail Code:				
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_____ (Signature) (Date)						FAX Number:				
Contracting Official Name Jami Rodgers						Branch/Mail Code:				
						Phone Number: 202-564-4781				
_____ (Signature) (Date)						FAX Number:				

EPA United States Environmental Protection Agency Washington, DC 20460 Work Assignment						Work Assignment Number 1-22				
						<input type="checkbox"/> Other <input checked="" type="checkbox"/> Amendment Number: 000004				
Contract Number EP-W-10-002			Contract Period 11/19/2009 To 11/18/2014			Title of Work Assignment/SF Site Name				
			Base Option Period Number 1			GIS Database/Interface				
Contractor INDUSTRIAL ECONOMICS, INCORPORATED					Specify Section and paragraph of Contract SOW Page 5-7, Element 1, para. 3					
Purpose: <input type="checkbox"/> Work Assignment <input type="checkbox"/> Work Assignment Close-Out <input checked="" type="checkbox"/> Work Assignment Amendment <input type="checkbox"/> Incremental Funding <input type="checkbox"/> Work Plan Approval					Period of Performance From 01/13/2011 To 08/31/2011					
Comments: The purpose of this amendment to Work Assignment 1-22 is to end the period of performance on August 31, 2011 and to request a revised cost estimate for the work completed to date.										
<input type="checkbox"/> Superfund Accounting and Appropriations Data <input checked="" type="checkbox"/> Non-Superfund										
Note: To report additional accounting and appropriations data use EPA Form 1900-69A.										
SFO (Max 2) <input type="checkbox"/>										
Line	DCN (Max 6)	Budget/FY (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1										
2										
3										
4										
5										
Authorized Work Assignment Ceiling										
Contract Period:		Cost/Fee:				LOE:				
11/19/2009 To 11/18/2014										
This Action:										
Total:										
Work Plan / Cost Estimate Approvals										
Contractor WP Dated:				Cost/Fee:			LOE:			
Cumulative Approved:				Cost/Fee:			LOE:			
Work Assignment Manager Name Marc Olender							Branch/Mail Code:			
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							FAX Number:			
Project Officer Name Cathy Turner							Branch/Mail Code:			
_____ (Signature) (Date)							Phone Number: 202-566-0951			
							FAX Number:			
Other Agency Official Name							Branch/Mail Code:			
_____ (Signature) (Date)							Phone Number:			
							FAX Number:			
Contracting Official Name Jami Rodgers							Branch/Mail Code:			
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							FAX Number:			